

ETPL REPORTING EXAMPLE SHEET

PROVIDER NAME

REPORT COMPLETED BY:

EMAIL ADDRESS:

TELEPHONE NUMBER

FAX NUMBER

REPORTING FISCAL YEAR

DEPARTMENT OF LABOR SCHOOL
JANE DOE
JANEDOE @ DEPARTMENTOFLABORSCHOOL.COM
(999)999-99999
(999)999-9999
2017

REPORTING QUARTER

1ST QUARTER

2ND QUARTER

3RD QUARTER

4TH QUARTER

CHECK X DATES (MONTH AND DAY)
07/01 THROUGH 09/30
10/01 THROUGH 12/31
01/01/ THROUGH 03/31
04/01/ THROUGH 06/30

LAST NAME	FIRST NAME	MIDDLE INITIAL	SOCIAL SECURITY NUMBER	DOB	RACE	GENDER	WIOA CERTIFIED PROGRAM NAME
PHILLIPS	JANE	T	243568932	1/2/1987	1	1	MEDICAL BILLING AND CODING
SMITH	JOE	L	325982140	2/25/1960	5	2	INDUSTRIAL TECHNOLOGY
JOE	SMITH	E	059650032	1/2/1970	2	3	ADMINISTRATIVE DENTAL ASSISTANT
DOE	ANNA	P	003256332	3/1/1980	3	1	CRIMINAL JUSTICE ADMINISTRATION
JHON	PHILLIPS	W	001409824	5/30/1989	6	2	FOREIGN LANGUAGE AND LITERATURE
Campbell	Ray	O	426140252	10/27/1974	7	1	WELDING
LEONARD	JOHN	S	001409825	5/31/1980	8	3	ACCOUNTING

- RACE**

 - 1 = African American/Black
 - 2 = American Indian/Alaskan Native
 - 3 =Asian
 - 4 = Hawaiian/Other Pacific Islander
 - 5 = Hispanic
 - 6 = White
 - 7 = More Than One Race
 - 8 = Do Not wish to answer
- GENDER**

 - 1 =Female
 - 2 = Male
 - 3 = Do Not Wish to Answerer

See ETPL PERFORMANCE REPORT FORMATTING INSTRUCTIONS for details

Make sure to complete all the columns for Student Data by making sure that the data is stored in correct column

Note: The quarterly reporting may change with new performance and reporting guidelines of WIOA. Guidance will be sent out when changes are made.

ETPL REPORTING RECORD EXAMPLE

PROVIDER NAME

DEPARTMENT OF LABOR SCHOOL

REPORT COMPLETE

JANE DOE

EMAIL ADDRESS:

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TELEPHONE NUME

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CIP CODE	WIOA PARTICIPANT	DATE ENTERED PROGRAM	DATE COMPLETED PROGRAM	DATE WITHDREW PROGRAM	TOTAL COST PER PARTICIPANT	OTHER FUNDINGS	CREDENTIAL RECEIVED	STILL ENROLLED
141001	YES	9/1/2016	6/2/2017	N/A	\$ 5,656.00	NO	DIPLOMA	NO
3252030100	YES	8/26/2016	N/A	10/8/2016	\$ 6,520.00	NO	NO	WITHDREW
3252020101	NO	1/2/2015	1/2/2017	N/A	\$ 10,000.00	TAA	ASSOCIATE DEGREE	NO
611090100	NO	10/4/2014	6/10/2017	N/A	\$ 20,000.00	NO	BACHELOR'S DEGREE	NO
120021	YES	1/20/2017	N/A	N/A	\$ 35,000.00	NO	N/A	STILL ENROLLED
340621	NO	4/1/2017	9/30/2017	N/A	\$ 7,000.00	PELL	CERTIFICATE	NO
120022	YES	1/21/2017	N/A	N/A	\$ 30,001.00	NO	N/A	STILL ENROLLED